



## COMMUNITY DEVELOPMENT DEPARTMENT

17555 Peak Avenue Morgan Hill CA 95037 (408) 779-7247 Fax (408) 779-7236  
Website Address: [www.morgan-hill.ca.gov](http://www.morgan-hill.ca.gov)

### PLANNING COMMISSION MEETING MINUTES

#### REGULAR MEETING

NOVEMBER 29, 2005

PRESENT: Acevedo, Benich, Escobar, Lyle, Mueller

ABSENT: Davenport

LATE: Koepp-Baker, who arrived and was seated at 7:04 p.m.

STAFF: Planning Manager (PM) Rowe, Senior Planner (SP) Tolentino, and  
Minutes Clerk Johnson

Chair Lyle called the meeting to order at 7:00 p.m., and led the flag salute.

#### **DECLARATION OF POSTING OF AGENDA**

Minutes Clerk Johnson certified that the meeting's agenda was duly noticed and posted in accordance with Government Code Section 54954.2.

#### **OPPORTUNITY FOR PUBLIC COMMENT**

Chair Lyle presented the opportunity for public comment.

With no one members of the audience indicating a wish to address matters not on the agenda, the time for public comment was closed.

*The minutes of November 8, 2005 will be considered at the meeting of December 13, 2005.*

#### **PUBLIC HEARINGS:**

##### **1) ZAA-98-01: E. DUNNE-SHAW**

The applicant is requesting an amendment to an approved PUD to allow for a shared monument sign to be located on the southeast corner of the intersection of E. Dunne Ave. and San Benancio Way.

PM Rowe presented the staff report, noting the request for an amendment to an approved PUD to allow for a shared monument sign had been continued from the last meeting. Because the information needed for completion had not been received timely, staff – the concurrence of the applicant - recommended the matter be tabled.

Chair Lyle opened the public hearing.

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With no persons present indicating a wish to speak to the matter, the public hearing was closed.

**COMMISSIONERS MUELLER/ACEVEDO MOTIONED TO TABLE THE MATTER OF ZAA-98-01: E. DUNNE-SHAW TO AN INDETERMINATE DATE. THE MOTION PASSED WITH THE UNANIMOUS AFFIRMATIVE VOTE OF ALL COMMISSIONERS PRESENT; NONE WERE ABSENT.**

**2) DAA-04-03:  
DEWITT-LATALA**

A request to amend the Development Agreement for a four-lot single family residential development, extending the time limit for obtaining building permits from June 30, 2005 to April 30, 2006. The project site is a 1.45 acre parcel located on the west side of DeWitt Ave. approximately 500 feet south of Oak Park Dr. in the R-1 (12,000)/RPD zoning district.

PM Rowe gave the staff report, advising this matter is planned for resolution with the applicant working jointly with the developer of an adjacent property. The two developers, he said, are working together to utilize the benefit of the insurance obtained by Mr. Marquez. The extension of time for the building permits has been contingent on provision of the insurance which is required for completing the subdivision improvements, PM Rowe said. Since the developer has been able to reach accord on the insurance, the final building permit should move rather quickly. It is anticipated, PM Rowe noted, that the off-site improvements should be done within 2- 3 weeks.

Commissioner Acevedo referenced the applicant's letter and said it appeared the matter was being discussed because of insurance reimbursement from the City. "Is this a new requirement by the City for the developers?" he asked. PM Rowe responded by reminding that 'a lot of builders say much time is required to get a final map; that coupled with the insurance issues have been difficult. "This developer has insurance so he wants to put in all the improvements at once along with the installation of improvements on the Marquez property, so the improvements are 2 - 3 weeks off from completing, then the developer can have the final map recorded and begin the project," PM Rowe explained. Seeking further clarification, Commissioner Acevedo said, "So this is construction insurance?" PM Rowe stated, "Yes, but it is for 'off sites' but not physical construction." He went on to explain the cooperative agreement for the insurance.

Commissioner Benich asked if this is the first request for an extension of time? [Yes]

Chair Lyle opened the public hearing.

With no persons in attendance to speak to the matter, the public was closed.

**COMMISSIONER MUELLER OFFERED RESOLUTION NO 05-68, RECOMMENDING APPROVAL OF A DEVELOPMENT AGREEMENT AMENDMENT APPLICATION, DAA-04-03: DEWITT-LATALA FOR APPLICATION MMP-03-06: DEWITT-LATALA, WITH MODIFICATION TO "EXHIBIT B" V: APRIL 30, 2006 MARCH 31, 2006. NOTING THE FINDINGS AND CONDITIONS CONTAINED WITHIN THE RESOLUTION, COMMISSIONER BENICH SECONDED THE MOTION WHICH CARRIED BY THE FOLLOWING VOTE: AYES: ACEVEDO, BENICH, ESCOBAR, KOEPP-**

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**BAKER, LYLE, MUELLER; NOES: NONE; ABSTAIN: NONE; ABSENT: DAVENPORT.**

**3)ZA-05-12:  
MONTEREY-CITY  
OF M.H./MORGAN  
HILL HOUSE**

A City initiated zoning amendment changing the zoning on 2.37 acres from O-S, Open Space to P-F, Public Facilities in accordance with the City's General Plan. The property is located at 17860 Monterey Rd. and is the location of the Morgan Hill House and the Morgan Hill Historical Museum.

PM Rowe presented the staff report reminding that on September 27, 2005, the Planning Commission approved a variance from the required front and side yard setbacks to allow for the relocation of the Morgan Hill Historical Museum building to property located at 17860 Monterey Road in the Open Space District. Even though the action taken was desirable and unanimously agreed, the result caused need for a variance. The Planning Commission added a condition to the approval for the matter calling for amendment of the zoning to negate the inconsistencies of the zoning, and the General Plan. There was also a requirement for the action to be completed timely, and this being within 90 days, the matter was back to the Commissioners for rezoning designation.

Chair Lyle opened the public hearing.

With none present to speak to the matter, the public hearing was closed.

**COMMISSIONER MUELLER OFFERED RESOLUTION NO. 05-69, RECOMMENDING APPROVAL TO AMEND THE ZONING DESIGNATION FROM OS, OPEN SPACE TO PF, PUBLIC FACILITIES ON 2/37 ACRES LOCATED AT 17860 MONTEREY ROAD, INCLUSIVE OF THE FINDINGS AND CONDITIONS THEREIN. COMMISSIONER ACEVEDO SECONDED THE MOTION WHICH PASSED WITH THE FOLLOWING VOTE: AYES: ACEVEDO, BENICH, ESCOBAR, KOEPP-BAKER, LYLE, MUELLER; NOES: NONE; ABSTAIN: NONE; ABSENT: DAVENPORT.**

**4) UP-05-07:  
DIANA-  
APOSTOLIC  
CHURCH**

A request for approval of a use permit for the construction of a 12,488 sf. church at the southeast corner of Diana Ave and Walnut Grove Dr. The subject site is approximately two acres in size and is zoned R1-9,000 (Residential Planned Development).

SP Tolentino gave the staff report, and pointed out the findings within the report which are required for approval of the Conditional Use permit (CUP) to construct and operate the Church. As SP Tolentino advised that in considering the findings, staff felt most of the conditions could be readily met, but had concerns about the schedule for the services to be offered. Subsequent discussions with the applicant had resulted in agreement of alteration to the program with earlier times to conclude the services. SP Tolentino continued by explaining the possible concern of parking lot noise associated with the conclusion of services had been studied by a consultant who acknowledged the potential for an occasional 'spike' in noise levels to 65 dba with the City's standard being 60 dba. However, she noted, the houses nearby have 'sound installation' which was required at construction due to the proximity to Highway 101; consequently, minimization of noise to the interior of the homes had previously been considered. A further concern had been identified regarding the roof area of the proposed building. This matter will be heard at the next ARB meeting with Planning Department staff preparing a recommendation that the roof be composite tile to be more compatible with

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the neighborhood. SP Tolentino advised that the site had previously been considered for expansion of a nearby auto dealership for vehicular storage, but this was not being considered further at this time. SP Tolentino also explained that an extension of Walnut Grove Drive to Dunne would not be completed now, but will be done eventually.

Commissioner Acevedo led discussion regarding possible auto dealership expansion in the future and compatibility of the Church and that operation. SP Tolentino advised that a pre-cast wall would be placed so there would be barrier between the Church and vehicle storage usage.

Commissioner Mueller broached the issue of a berm on east side of Walnut Grove Drive. SP Tolentino explained that such a berm was not shown on the submitted plans and explained Church officials were working with neighboring owners for landscaping, etc. Commissioner Mueller continued by inquiring as to lighting standards. SP Tolentino said that was a matter for ARB with Planning staff recommending the heights of the standards be limited to 15 feet in keeping with the City's PUD guidelines.

Commissioner Koepp-Baker called attention to the numbers of families and numbers of classrooms planned, asking if it is anticipated that expansion of operations would be requested. There is no indication that will happen, and Church officials have indicated they intend to keep the building at the present configuration, SP Tolentino reported.

Chair Lyle opened the public hearing.

Chair Lyle announced that a letter had been received and distributed to the Commissioners which indicted opposition to the request now being considered. (Letter writer was also present to speak to the Commissioners.

Carol Palestro, 905 Diana Ave., addressed the Commissioners, saying she opposed the project on the basis of:

- ◇ impact anticipated to the neighborhood
- ◇ safety and quality of life issues
- ◇ CUP not good for neighborhood
- ◇ residential activity in the neighborhood
  - little through traffic (mostly residential traffic)
  - limited service-related traffic
- ◇ potential for unauthorized use of parking lot when Church members are not present
- ◇ potential for violence and vandalism
- ◇ doubts that the applicants can complete construction
- ◇ only known benefit is to seller of property (no longer CA resident)
- ◇ impact of safety and quality of life [reiterated several times]

Ms. Palestro indicated that there could be problems with the parking located across existing homes. She also said that the 30-foot building would not be esthetically pleasing.

Ms. Palestro said the Planning Commissioners have a responsibility to the residents of Morgan Hill, including retention of exiting quality of life, and stated firmly approval of the request does not meet that responsibility.

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Sal Caruso, 980 El Camino Real #200, Santa Clara, was present to represent the applicant, and told the Commissioners that as the architect he has worked with Church leaders in the past on other building projects. Mr. Caruso said, in response to the previous speaker, that he believes the Church will be a benefit to all in the community. Mr. Caruso brought up the following points:

- ◇ Church leaders and himself working with the adjacent property owner – there is mutual support between the car dealership and the Church
- ◇ proposed operations – the Church is designed to remain ‘as is’ with no plans for expansion
- ◇ classrooms will be used solely for Sunday School
- ◇ average attendance 150 – 175 weekly
- ◇ Church is well established with a committee leadership and congregation
- ◇ a bar gate will be installed 3-feet off the ground so cars cannot enter the parking lot when the church is not in use
- ◇ fully in support of staff recommendation
- ◇ height same as two-story homes permitted in area
- ◇ setback 50 feet at north property line so 20x greater than residential
- ◇ berm possible along front of property to hide cars
- ◇ no cars perpendicular to Walnut Grove (explained ingress/egress so no lights to homes)
- ◇ parking for vehicles above/beyond requirement; have removed one parking space to provide required stacking distance at project entrance
- ◇ building will function as a sound barrier wall from 101

Mr. Caruso closed his presentation by stating that the building, the project, and the Church will enhance the quality of life for the residents of Morgan Hill as well as the neighborhood.

Chair Lyle asked about the installation of a berm for screening parking. Mr. Caruso explained the Church is willing to install a berm about 5-feet tall. Commissioner Mueller expressed support for installation of a berm as he stated, “It is interesting that when cars leave the parking area, the lights seem to be pointed toward the houses and a berm would help.”

Commissioner Acevedo asked Mr. Caruso to clarify setbacks which Mr. Caruso had said were 50-feet. Mr. Caruso explained the 50-ft setback was measured from the north property line of the Church property, so the measurement was approximately 90-feet from the wall of nearest house to the Church property.

Commissioner Benich said he was surprised that a Church of this size could be built by only 50 families (listed in the staff report as the membership), as he asked about the ability of the membership to provide money for such an undertaking. Mr. Caruso informed that the congregation has several million dollars and on-going backing from the congregation. He told of the construction of the existing Church structure in San Jose which had been built rapidly and assured the funding is in place for this building.

Responding to a question from Chair Lyle, Mr. Caruso indicated the construction could be completed in 9 - 12 months.

Commissioner Benich rejoined the discussion by noticing another ‘surprising finding’

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which was the 'limited hours of operation'. "Other Churches have multiple services and I would think that with this size building the Church would have more services," Commissioner Benich said as he talked about weddings, candlelight services, etc.

Commissioner Benich indicated he didn't think the CUP went far enough in addressing the issue. Mr. Caruso said the Church officials were comfortable with the restrictions, including the staff recommendation of earlier 'closing' hours. Mr. Caruso explained that the Church has been working with similar restrictions in other areas for many years, adding he didn't expect any requested changes for additional hours by the Church official.

Commissioner Escobar requested clarification on the existing services at the Church site in San Jose, with Mr. Caruso providing the overview. Mr. Caruso said that many of the congregation were residents of south San Jose and Morgan Hill. Commissioner Escobar asked if there was intent to rent the Fellowship Hall to other groups? Mr. Caruso stated *no* very firmly.

Commissioner Koepp-Baker asked if there would be efforts to provide a school within the facility? Planning staff reported that such action would require change to the CUP. Mr. Caruso said there is no intent to come back and ask for expansion.

Chair Lyle called attention to the kitchen, saying it appeared small for a congregation of this size. Mr. Caruso said the congregation currently uses a kitchen with one stove which has six burners and a double oven which they feel is adequate for their needs.

With no others indicating a wish to speak to the matter, the public hearing was closed.

Commissioner Koepp-Baker referenced Ms. Palestro's concern about safety asking if those concerns had been noticed by the Police Department when reviewing the report? SP Tolentino advised Police had not indicated such. She also called attention to the statements the applicant's representative had made about the installation of the gate.

**COMMISSIONERS BENICH/ESCOBAR MOTIONED TO APPROVE AND ACCEPT THE MITIGATED NEGATIVE DECLARATION AS PRESENTED. THE MOTION PASSED WITH THE FOLLOWING VOTE: ACEVEDO, BENICH, ESCOBAR, KOEPP-BAKER, LYLE, MUELLER; NOES: NONE; ABSTAIN: NONE; ABSENT: DAVENPORT.**

**COMMISSIONER BENICH OFFERED RESOLUTION NO. 05-70 APPROVING A CONDITIONAL USE PERMIT TO CONSTRUCT AND OPERATE A 12,488-SF CHURCH AT THE SOUTHEAST CORNER OF DIANA AVENUE AND WALNUT GROVE DRIVE IN THE R-1 (9,000) RPD ZONING DISTRICT, INCLUSIVE OF THE FINDINGS AND CONDITIONS CONTAINED THEREIN, AND WITH THE FOLLOWING MODIFICATIONS:**

**Page 2 Other Conditions: (add)**

**F.2. Installation of locking gates for parking lot**

**F.3. 3-foot berming along Walnut Grove Drive on the west side of the property**

**F.4. Hours of operation not be exceed 9:30 p.m.**

**F.5. Heights of light standards not to exceed 15 feet**

**F.6. Replace the standing seam metal roof with shingles or ~~ties~~ tiles**

**COMMISSIONER ESCOBAR SECONDED THE MOTION.**

Commissioner Mueller led discussion on concerns with the architectural detail on the buildings which face public rights-of-way (north and east elevations).

PM Rowe said staff would note the Commissioners comments to ARB at the upcoming meeting.

**THE MOTION CARRIED BY THE FOLLOWING VOTE: AYES: ACEVEDO, BENICH, ESCOBAR, KOEPP-BAKER, LYLE, MUELLER; NOES: NONE; ABSTAIN: NONE; ABSENT: DAVENPORT.**

*Chair Lyle announced that Items 5 & 6 would be considered concurrently because of the interrelation of the two.*

**5) UP-05-12:  
CONDIT-  
T-MOBILE**

A request for approval of a use permit for the installation of 6 panel wireless antennas and associated equipment cabinets to be screened on the roof top of the Holiday Inn Express located at 17035 Condit Road. The subject site is zoned PUD-Highway Commercial.

**6) UP-05-13:  
MADRONE-  
T-MOBILE**

A request for approval of a use permit for the installation and collocation of 3 panel wireless antennas and associated equipment cabinets on the Morgan Hill Water Tank located at 18735 Madrone Parkway near Monterey Road. The project site is zoned PUD- Industrial.

PM Rowe presented the staff report reminding that two applications would be under consideration:

Installation of cellular phone panels on an existing building - Holiday Inn Express –with a plan for using stealth techniques to make it near invisible. PM Rowe said a question had arisen regarding the potential for health concerns on having the panels attached to motel and if there would be any danger in placing people within close proximity to the panels. Turning then to the proposed installation on the water tower, PM Rowe explained that because of prior installations, and the fact that these panels are 16 feet tall, these panels will be attached to three legs of the tower.

PM Rowe indicated that staff had reviewed both applications had been reviewed with findings prepared. He also said that the applicant planned to paint the components being placed on the water tower for compatibility. PM Rowe said that one co-location on the water tower would be ‘ok’ but and more could cause concerns of clutter by the City.

Commissioner Acevedo reminded he had asked some time ago for the development of guidelines regarding placement, size, design, etc. of such installations. PM Rowe explained that such guidelines are in work plan for the City Council’s Environment and Utility Subcommittee as he told of timeframes for that subcommittee. He also advised that guidelines in place now for such installation noting that issues in the subcommittee are not necessarily the issues raised here.

Commissioner Acevedo responded that his only concerns were with esthetics. PM Rowe recalled that the Planning Commission about a year ago had reviewed the Ordinance regarding the matter. He indicated the Ordinance clearly indicates which installations

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can be administratively approved. It is still required that the Commission look at residential installations.

As to the Holiday Inn Express, the Commissioners need to decide what installation is appropriate for the equipment.

Chair Lyle opened the public hearing.

Audrey Smith, 185 Berry St. #5300, San Francisco, spoke to the Commissioners as the representative for T-Mobile. Ms. Smith told the Commissioners that the equipment would not be extended above the 35 foot, building height. PM Rowe confirmed that the top of the parapet is about 29-feet and the roof elements extend to 35 feet and this would be a total of 35 feet.

Commissioner Mueller asked about the architectural elements heights at the hotel. PM Rowe said that at 35 feet above ground level this would be same height and adds another architectural element.

Ms. Smith explained that two of these sectors would be to the interior only and one is flush mounted (so only one would be on the exterior). She continued by telling of plans to have the installation completed with paint, stucco, etc.

Commissioners discussed the best practice for notifying workers and guests of the hotel and decided that there should be warning signs on the roof as a condition of approval.

Discussion continued as to notification for emergency services workers and what the avenues for access to power by those personnel could be. Scott Denham of T-Mobile said the antennas would similar to a 29-ft monopole where all the energy is directed outward with no energy not straight down. Mr. Denham said T-Mobile representatives would check with the company's engineering department for accurate reporting to the City staff.

Commissioner Mueller continued to explore the issue of access to power supply by emergency service workers. David Dworkin, 17035 Condit Rd., told Commissioners he was with the Holiday Inn Express and explained the location of the power supply to the hotel. "The power is on the ground floor and the fire department has accessibly to that and can turn off the power. There is separate power within the building for panels on the roof so the power can be turned off before anyone goes up to the roof. In fact the power must be turned off before going through the secure area to the roof," Mr. Dworkin said. He went on to further explain that the distance between the roof and the ceiling of guest rooms was three feet. "Power is not a concern," Mr. Dworkin declared.

Ms. Smith spoke on the architectural stealth aspects of the installation.

Chair Lyle asked when the panels would become operational? [About 2 months after obtaining the building permit]

Commissioner Benich asked about the field tests to test for electromagnetic conditions once the antennae is installed and where the field tests are actually done. Ms. Smith responded, "All areas where human beings might be present," and explained how the



system works.

Commissioner Koepp-Baker suggested that Spanish and English warning-type signs for information for maintenance workers be placed on the roof.

Ms. Smith said the installation for the Morgan Hill water tank is planned because of the very poor coverage in the area for mobile phones. This would provide better service for both the business park and travelers in the area. The site was selected for land use capability, she said, with the legs of the tower being more esthetically pleasing. The installation had been redesigned, Ms. Smith said, to just two antennas so only one could be seen. "We're trying not to accentuate building height," Ms Smith stated.

Commissioner Benich said he wanted to make sure the 'cumulative effect' is done for emission of energy. Ms. Smith explained that safeguard was already in place with the required conditions.

Commissioner Acevedo said he wondered about the equipment shelter - if there would be room for expansion, or perhaps another antenna. Ms. Smith said the current configuration would be sufficient for accommodating necessary expansion.

With no others present to address the matter, the public hearing was closed.

Calling up agenda item 5, **COMMISSIONER MUELLER OFFERED (REVISED) RESOLUTION NO. 05-71, APPROVING A CONDITIONAL USE PERMIT TO ALLOW THE INSTALLATION OF SIX TELECOMMUNICATIONS ANTENNAS AND ASSOCIATED EQUIPMENT ON THE ROOFTOP OF THE HOLIDAY INN EXPRESS LOCATED AT 17035 CONDIT ROAD, INCLUDING THE FINDINGS AND CONDITIONS CONTAINED THEREIN, AND WITH AN ADDITIONS TO CONDITION F:**

**8. ....SIGNS *IN ENGLISH AND SPANISH*....**

**10. IF CITY POLICE OR FIRE PERSONNEL NEED ADDITIONAL SIGNAGE OR POWER TURNOFF, ETC. THE APPLICANT SHALL WORK DIRECTLY WITH THE DEPARTMENT(S) TO ENSURE COMPLIANCE**

**COMMISSIONER ESCOBAR SECONDED THE MOTION, WHICH PASSED WITH THE UNANIMOUS AFFIRMATIVE VOTE OF ALL COMMISSIONERS PRESENT; DAVENPORT WAS ABSENT.**

**TURNING TO AGENDA ITEM 6, COMMISSIONER MUELLER OFFERED RESOLUTION NO. 05-72, APPROVING A CONDITIONAL USE PERMIT TO ALLOW THE INSTALLATION OF THREE TELECOMMUNICATIONS ANTENNAS AND ASSOCIATED EQUIPMENT CABINETS AT THE WATER TANK LOCATED AT 18735 MADRONE PARKWAY, INCLUDING THE FINDINGS AND CONDITIONS CONTAINED THERE, AND NOTING THIS IS TO THE LAST OF ANTENNAE SITES FOR THE CITY'S WATER TOWER; ADDITIONALLY ADDING TO ITEM 8 OF SECTION F: .... SIGNS *IN ENGLISH AND SPANISH*....**

**COMMISSIONER ESCOBAR SECONDED THE MOTION.**

Commissioner Acevedo expressed slight misgivings that not enough time to consider the proposed wording for the signage had occurred. Commissioner Benich reminded the City is working on a set of guidelines for dealing with the whole spectrum of telecommunications installations.

**THE MOTION PASSED WITH THE FOLLOWING VOTE: AYES: ACEVEDO, BENICH, ESCOBAR, KOEPP-BAKER, LYLE, MUELLER; NOES: NONE; ABSTAIN: NONE; ABSENT: DAVENPORT.**

Commissioner Mueller commented he thinks there is a need to agendaize ...matter of *number of* telecommunications installations *on that site* for further discussion. Commissioner Acevedo reminded that former Commissioner Weston had suggested there was not enough structural data to support further installations at the water tower.

**7)REDISTRIBUTION  
OF RDCS  
ALLOCATIONS OF  
MMP-03-09: W.  
MAIN-VIERRA**

The redistribution was available due to a difference of opinion regarding conformation to the City's General Plan on the Vierra property located on West Main. The issue had come forward, PM Rowe acknowledged in the staff report, when Mr. Vierra had applied for and received allocations in the Micro Measure P allocation for fiscal year 2005-06 and was subsequently awarded the second year building allocation in 2004. Because of the inconsistency with the General Plan, the matter had been appealed, he said, with the Court finally indicating the allocations could not be granted. Consequently, the five building allocations were being recommended for reassignment to the Mission Ranch Development due to the following reasons:

- on the basis that the Mission Ranch developer can incorporate the allocations into the next phase map
- Mission Ranch is the most senior of the on-going projects
- the Mission Ranch developer voluntarily gave up allocations to another developer during the last allocation(s) cycle
- the reassignment is most logical in considering the rankings for top spot in the award process

**COMMISSIONERS MUELLER/ACEVEDO MOTIONED APPROVAL OF RESOLUTION NO. 05-73, APPROVING REDISTRIBUTION OF THE BUILDING ALLOTMENTS IN THE RESIDENTIAL DEVELOPMENT CONTROL SYSTEM COMPETITION FOR THE FISCAL YEAR 2005-06 AND FISCAL YEAR 2006-07. THE MOTION PASSED WITH THE FOLLOWING VOTE: AYES: ACEVEDO, BENICH, ESCOBAR, KOEPP-BAKER, LYLE, MUELLER; NOES: NONE; ABSTAIN: NONE; ABSENT: DAVENPORT.**

**ANNOUNCEMENTS:**

PM Rowe further reported that the City Council had taken action on two items recommend by the Commissioners:

1. Extension for Tilton-Glenrock was agreed
2. Actions associated with the DiNapoli application (shopping center at Cochrane/Highway 101) was approved on a 5 - 0 vote, with some items being sent back to ARB for further review. The Notice of Determination for the project has been circulated.

Chair Lyle reminded the Commissioners they needed to submit global issues (matters which would apply to ~~all~~ *multiple* projects) to staff when going through applications in advance of the meeting, so those issues could be addressed in staff report early next

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week. Chair Lyle provided an example of a global issue: safe walking distance to schools. PM Rowe clarified global issues may cause adjustments made on comments from stakeholders. PM Rowe reiterated the proposed timelines for award of the allocations.

**ADJOURNMENT:**

With no further business to be considered by the Commissioners at this meeting, Chair Lyle adjourned the meeting at 8:39 p.m.

**MINUTES PREPARED BY:**

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**JUDI H. JOHNSON, Minutes Clerk**